

CHAMPAIGN COUNTY BOARD COMMITTEE MINUTES

County Facilities

September 5, 2006 – 7:00 p.m.

Lyle Shields Meeting Room, Brookens Administrative Center

MEMBERS PRESENT: Beckett (Chair), Avery, Cowart, Hogue, James, Jay, Knott, Weibel

MEMBERS ABSENT: Sapp

OTHERS PRESENT: Denny Inman, Deb Busey, Barb Wysocki, Sheriff Walsh, Alan Reinhart, Susan McGrath, Roger Holland, Mark Shelden, Media

Call to Order

Chair Beckett called the meeting to order at 7:00 p.m. A roll call confirmed a quorum present.

Approval of Agenda

MOTION by Weibel to approve the agenda and addendum; seconded by James.

Mr. James asked Chair Beckett to include, under other business, discussion of contract language.

Motion carried.

Approval of Minutes – April 4, 2006

MOTION by James to approve the minutes of April 4, 2006 as presented; seconded by Cowart. **Motion carried.**

Public Participation

There was no public participation. Mr. Beckett received committee consent to address the addendum issue first.

Mr. Jay arrived at 7:05 p.m.

**Fleet Maintenance/Highway Facility
BLDD Invoice #128048**

MOTION by Cowart to recommend County Board approval of Invoice #128048 from BLDD Architects in the amount of \$32,003.19 for Professional Services rendered through August 25, 2006 per agreement dated July 2005 (\$11,250 - bidding; \$20,753.19 - printing reimbursables); seconded by Weibel. **Motion carried.**

Fleet Maintenance/Highway Facility Bids

M/Firms list

M/FBE Firms sent bid solicitation

Pre-construction meeting - Friday September 8th

Mr. Beckett stated this is provided for the committee's information.

**Champaign County Nursing Home
Construction Project - Pay Request's**

PKD Pay Request #43

MOTION by Weibel to recommend County Board approval of Pay Request #43 from PKD in the amount of \$14,218 for professional services provided through August 20, 2006 per agreement dated February 2003 (\$5,131 - Staff; \$8,372 - General Conditions & Change orders 1,2 & 3); seconded by Cowart. **Motion carried** with Avery and Knott opposed.

GHR Engineers & Associates, Inc. Invoice #15594

MOTION by Weibel to recommend County Board approval of Invoice #15594 from GHR Engineer, Inc. in the amount of \$3,142.93 for professional services provided through August 26, 2006 per agreement dated June 2006; seconded by James. **Motion carried.**

Raterman Group, Ltd. Invoice #12152

MOTION by Cowart to recommend County Board approval of Invoice #12152 from Raterman Group, Ltd in the amount of \$2,210.12 for professional industrial hygiene post remediation and air sampling services provided through August 18, 2006 per agreement dated June 2006; seconded by Weibel.

Mr. James stated he thought this contract would be one which would have a set fee, per month, for doing this. Mr. Inman stated they attempted to do it that way; in addition to the HVAC issues that are going on now they have asked for additional testing and he suspects if everything goes ok, the next quarter will be more towards the norm.

Motion carried.

Raterman Group, Ltd. Invoice #12130

MOTION by Cowart to recommend County Board approval of Invoice #12130 from Raterman Group, Ltd. in the amount of \$16,385.03 for professional industrial hygiene post remediation and air sampling services provided through April 12, 2006 per agreement dated June 2006; seconded by Weibel.

Mr. Inman explained the County Board will receive two invoices per quarter; one for the actual testing and one for the lab. Once those results are received by Raterman, a report will be issued. He pointed out that a majority of the money is for testing and in the agreement we did ask them to itemize everything on this project.

Motion failed with a 5/3 roll call vote. Voting no were Avery, Hogue, James, Jay and Knott. Voting yes were Beckett, Cowart and Weibel.

Mr. Beckett reminded the committee they have just breached a contract.

MOTION by James to forward payment of this invoice to the full County Board, without recommendation; seconded by Avery. **Motion carried.**

Pay Requests – Duane Morris

Mr. Beckett explained that the way these bills are presented, they can see that \$205,000 is for mold remediation, \$236,000 for certificate of need and \$47,000 for general representation with a total of \$500,000. He stated he has asked Ms. Rietz to talk to this firm about their billing because when he received this package he noticed a billing practice he is not comfortable with. For example, one of their attorneys attended one of our meetings, to make a presentation, and the billing reflects three attorney's getting together to talk about that meeting and as a result we are being billed by three separate attorneys. We have \$123,000 in outstanding invoices with this firm but this will not be the final billing because they are continuing to represent us with the certificate of need. He did report that the firm has agreed to waive the charges occurred from the FOIA requests they worked on.

Hinshaw & Culbertson LLP Invoice #10588913

Mr. Beckett explained this is the bill for the mediator. Looking at contracts with our architects and construction manager, they include language stating we are to share the costs if there is any mediation. This was presented to us as a call from our attorneys asking if we would agree to a mediator, not if we would pay for a mediator.

Ms. McGrath pointed out that if Duane Morris stated we would pay this, or if it is not in our contract we are not obligated to pay. She will research this issue further.

Committee consensus to defer to October.

Requests for Reduction in Retainage – Coleman Electric; Cross Construction; Duce Construction; McWilliams Mechanical; Otto Baum; Reliable Mechanical (Bid item 15); Reliable Mechanical (Bid Item 16); Roessler Construction; Stark Excavating; Stobeck Masonry; Thyssen/Krupp; Tile Specialist

Mr. Inman explained that once a firm reaches 50% they can request a reduction in retainage and what is before the board, are those requests as they are put forth by the construction manager. He recommends items 5, 6 and 7, Otto Baum and Reliable Mechanical, not be approved tonight due to ongoing legal issues. Mr. Beckett stated some of these are complete reductions and some are to 2.5% and asked how we now which it should be. Mr. Inman explained those that are down to 2.5% still have some issues on the construction site.

MOTION by Jay to recommend County Board approval of the Coleman Electric, Cross Construction, Duce Construction, McWilliams Mechanical, Roessler Construction, Stark Excavating, Stobeck Masonry, Thyssen/Krupp and Tile Specialist requests for reduction in retainage; seconded by James. **Motion carried.**

Museum Update

Mr. Beckett provided the committee with a draft memorandum of understanding regarding the potential handling of the museum at the Courthouse. This group of people, including Cheryl Kennedy, has been meeting to try and come up with a concept that would cost the county no money. They are still in the discussion phase and he is to go to the Forest Preserve meeting to answer questions and work toward an agreement.

Physical Plant Reports

Monthly Report

Mr. Reinhart stated they are running into trouble with a couple of the buildings but are not ready to ask for any money yet although they will be asking for some utility money to finish out the rest of this fiscal year. Mr. James stated they discussed, last year, having one meter and asked if anything ever came of that.

Mr. Inman stated if we are going to take advantage of primary metering, it would have to be incorporated with the fleet maintenance project. The energy audit we had done told us that our buildings were average to good on the transition of air between outside and inside.

Utility Report

Addressed above.

Other Business

Isaksen Glerum Wachter LLC Invoice #2

MOTION by James to recommend County Board approval of Invoice #2 from Isaksen Glerum Wachter LLC in the amount of \$1,345.00 for Professional Services provided through August 18, 2006 for the remodel of Brookens Administrative Center space for County Clerk Election requirements; seconded by Weibel.

When asked who is paying for this remodel, Ms. Busey explained the budget amendment indicated there would be increased revenue and increased expenditure and if we do not receive the revenue it will come from the general corporate fund balance.

Motion carried.

Capital Equipment/Improvement Fund Facilities Plan

Ms. Busey explained this is an extension into 2007 of what was approved in 2006 as a capital improvement plan for County Facilities. She wanted the committee to be aware of what is included, what was done this year and what we anticipate will be done in 2007. The painting, which is being done now, and re-seaming of the pod 200 roof were the only two items scheduled to be done this year.

County Clerk Remodeling Project

Mr. Shelden reported that there is a new plan, which kicks out the wall in his office in the voting area by three feet which will allow a wheelchair to pass through. It also allows them to put in a number of voting booths and their 12 ballot boxes. There is an area that is currently part of the old animal control offices that will be incorporated but will still leave the County with some storage area. He stated this plan would be very acceptable.

Mr. Reinhart stated the cost for this project is almost identical to the original one submitted, A1, which was \$18-\$21,000. We will incur a little extra expense with this one but it will remain in the range of \$18-\$23,000.

MOTION by Jay to approve the revised project plan; seconded by Weibel.

Mr. Shelden stated this needs to be done by September 28, 2006 and asked if it will be possible to get it done by then. Mr. Reinhart stated it will be difficult for his staff to get it done; they still need to get final documents drawn and approved by the city. When asked about receiving money for this project, Mr. Shelden reported that he will submit the letter to the state and ask them to approve funding for it; he is also going to write a letter to the election administration commission in Washington who is overseeing this. Mr. Beckett stated it is great if we get that money but we still have a commitment to those people who will be coming in to vote.

Motion carried.

Exterior Painting of Brookens Administrative Center Soffit and Wind Screen

Mr. Inman reported that in August he was asked to try and get the cost down for the exterior painting and as a result, he and Mr. Reinhart spoke with the top two firms and the only cost reduction they could come up with was to use a different paint with a zero warranty. The paint we were going to use has a 20 year warranty and he and Mr. Reinhart did not feel it was worth it so they have moved forward.

Ms. Avery stated she would have liked to see the County use a major minority firm for this project. Mr. Inman reported that Borchers Decorating, a minority owned business, had the #3 bid which was \$20,000 higher than #2 so he did not call them to discuss a reduction in fees.

Release of RFP for ATM services

Mr. Inman explained the ATM's would be placed throughout the County buildings for public and employee use. He stated there is not a fee for the County to have the machines in our buildings and the financial institution would be responsible for any changes to be made to the building. When asking about placing a machine in the nursing home, Mr. Inman explained the purpose for putting one there would be for families visiting, not for use by the residents.

MOTION by James to approve the issuance of an RFP for ATM services; seconded by Hogue. **Motion carried** with Jay opposed.

New Business

Semi-Annual Review of Closed Session Minutes

Ms. McGrath stated she has reviewed the closed session minutes and she recommends keeping them all confidential.

MOTION by Avery to maintain the County Facilities closed session minutes as closed; seconded by Hogue. **Motion carried.**

Discussion of contract language

Mr. James stated there were several bills, at a Facilities meeting months ago, that showed greater than a 15% mark up. He questioned this practice and thought it was mentioned that someone would be looking into it. He also noticed we were being billed for some tools and equipment; equipment that our staff could use. His experience with this is that the equipment should be left at the job site.

Mr. Inman explained they are in the process of creating a uniform contract for the County, he has talked with the State's Attorney's office and the masonry project will be the first professional services contract to use the uniform contract. This new contract will look at all the issues that have been brought up in the past.

Addendum

Chair's Report/Issues

Courthouse Parking

Mr. Beckett reminded the committee that in August they considered, and passed at County Board, a comprehensive solution to the Courthouse parking issue.

Addendum cont.

After that time, he heard from Sheriff Walsh regarding this issue. Sheriff Walsh and Joan Wiegel, who represents the Courthouse employees on this issue, are both present.

Sheriff Walsh explained he didn't know anyone was seriously considering taking away the Court Security parking spots and he has two serious concerns about the parking proposal, as he understands it. He explained that his security officers only have half hour for lunch, per their contract, and if they want to run to a restaurant adding a longer walk to their cars creates real problems for them. Second, they are different than most courthouse employees because they are easily identifiable and they are the ones who anger people when they do their job. He doesn't want a situation where they see an officer park and their vehicle is damaged. He understands the committee is trying to come up with a fair solution to this and he is asking them to continue with the same lot they have; he is happy to share with other courthouse employees but not the general public. He has 16 court security and bailiffs.

Ms. Wiegel, a court clerk working with Judge Clem, explained that the Courthouse employees have raised the issue of the safety of the parking lot as it stands now. The court security officers are county employees also but she does not feel they should get preferential treatment. She pointed out that court reporters sit in the courtroom with the judges and are also approached out side of the courthouse, possibly more than security officers.

Mr. Beckett asked if there is any merit to the Courthouse employees receiving some benefit by having some court security offices having to park in the area they park because people will know the cars are court cars. In lot 25, there are special patrols to let the neighborhood know the lot is being monitored, he questioned if we could get some court security willing to park in the lot.

Sheriff Walsh stated there is some security benefit whenever there are uniforms in the area with people coming and going but it doesn't solve his other problems.

Mr. Beckett explained that the comprehensive solution is going into effect and they will have a lottery. This is not for action tonight but will be addressed at the next meeting.

Consent Agenda Items

Committee consensus to include items V A; VI B and IX A on the County Board consent agenda.

Adjournment

Chair Beckett declared the meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Tiffany Talbott
Administrative Secretary

Secretary's note – the order of the agenda is not the order that business was conducted.